



**Australian Fertiliser Services Association Inc
WA Branch
Minutes of Special Meeting
5th February 2016
Held in the Boardroom Bailey's Fertiliser
Beach Street KWINANA**

Meeting opened at 2.30 pm:

Present: Larry Marchant, David Holdsworth, Kevin Spurr, Kim Bailey, Les Clulow (Life Member), Pam Clulow (Life Member), Trent Ridgeway

Apologies: Andrew Donkin, Shay Holdsworth, Andrew Peterson

President Kevin Spurr opened the meeting and welcomed everyone in attendance.

Minutes:

The Minutes of the General Meeting held on the 20th February 2015 and the Special General Meeting held on the 28th of May 2015 were taken as circulated and moved on the motion of Kim Bailey and seconded Larry Marchant. **Carried**

Business Arising:

It was unanimous that the Conference held in September at the Sebel Mandurah was a huge success both socially and financially. Kevin thanked all the members for their input and assistance for the Conference. AFSA WA had received an amount of \$12173.92 as proceeds from the Conference.

Letter to Councils informing them about the importance of using a Fertcare and Accuspread accredited operators to be put together by Pam, will be done by next week.

Correspondence:

Email apologies from Andrew Donkin
Email apologies from Shay Holdsworth
Email apologies from Andrew Peterson

The inward correspondence was received on the motion of Kim Bailey, seconded David Holdsworth. **Carried**

Financial Statement

Treasurers Report:

Income

Bank Balance 30.1.2015	4988.39
Russell Nichol Trailer Hire	2660.00
ATO March BAS	18.00
Subs	1232.00
Russell Nicol Trailer Hire	825.00
Marchant Transport Trailer Hire	110.00
Conference Rebate	12173.92
Bank Interest	9.50

Balance **22016.81**

Expenditure

Farm Weekly Conference Advert	2534.00
ATO June BAS	142.00
Trailer Insurance	187.98
Westpac IBD	12200.00
ATO December BAS	9.00

Bank Balance 6943.00

Balance **22016.81**

IBD \$10999.59 Due 7th July 2016 @ 2.4% = \$263.99

IBD \$12200.00 Due 11th April 2016 @ 2.9% = \$117.93

The Treasurers Report was accepted on the motion of Larry Marchant and seconded by David Holdsworth

Carried

Director's Report

Craig Swan is the Chairman of the Board.

Website Upgrade – The upgrade of the AFSA website has been completed. Directors commented that the website is much more responsive.

Members – Bi monthly Newsletter will be emailed out to Members, extracts will come from the Magazine.

Leadership Programme – Member participation - It is intended to raise funds to implement a programme that would be beneficial to AFSA Members in their respective businesses.

WH & S Monitor – OH & S Package – Rod Abbott advised that progress is still ongoing it is hoped that the distribution of the package could be within the next 2-3 months.

Sourcing Funds for AFSA – Kim Bailey has been appointed to look into this. Funding is a priority for long term sustainability of the AFSA. Kim had met with Denver Davies to discuss the possibilities of funding. Kim commented that it is going to be a very tough task to find funding in the present economic climate.

Port Folio Sub Committees and Sub Committee Chairs:-

Governance

Chair	-	John Harrison
Sub Committee	-	All Board Members

Membership Services, Communications & Engagement

Chair	-	Scott Evans
Sub Committee	-	State Branch Nominees Fertiliser News Editor

Industry Stewardship, Advocacy & Policy

Chair	-	Kim Bailey
Sub Committee	-	Wes Wheelhouse, Rod Abbott
Deputy Chairman	-	Wes Wheelhouse
Company Secretary	-	Neil Henry

Audited Reports – are required to be forwarded to Neil Henry. WA is required to have an Audit completed on our books for the financial year and then forward to National.

AFSA National will request information reports on the activities and role of Admin Officer Monique Thomson. These Reports to be provided to the Board Members on a quarterly basis.

Executive Officer – AFSA National are looking into the concept of employing an Executive Officer on a part time basis. Martin Shafron is looking for part time employment at the moment. Chairman Craig Swan has provided Martin with the Job Description for him to review and report back. It looks like Martin has put his hand up for the role.

Oamps now trading as Arthur J. Gallagher have a very solid relationship with the AFSA and members in the Eastern States. They do not offer competitive rates here in Western Australia and members living in country areas support their local Agents.

Recycled Organics and Fertcare – A New South Wales Member is required as an advisory participant to the development of Recycled Organics Programme. John Harrison was nominated as the NSW advisory participant.

2016 AFSA/FA Conference will be held in Cairns from the 13th-15th September.

The Directors Report was moved on the motion of Kim Bailey and seconded by Larry Marchant. **Carried**

General Business

Secretary Pam Clulow advised that she had received a Phone Call from Michael O'Dea Sales Marketing and Distribution Manager for Western Mineral Fertilisers Tenterden requesting information about Fertcare Courses. Michael advised that there were staff at Western Minerals who were needed to do the Course and he was wondering if there were any members who had staff to make up the numbers. Pam had sent out an email to all members and Kim Bailey from Bailey's Fertiliser and David Holdsworth and indicated that they had staff who needed to do the course. Pam forwarded the information on to Michael and asked him to liaise with Kim and David direct.

Accuspread Testing – Kevin spoke about the importance of members having their spreaders Accuspread tested. He was hoping that all members would take part and that then a general advertisement could be placed in the Farm Weekly and Countryman from AFSA WA advertising the importance of using a Accuspread accredited Contractor.

Testing Officer Larry Marchant was testing the spreaders from Bailey's Fertiliser the next day, Saturday morning in Rockingham. It was agreed that then David would assist Larry with testing his machine, then go to David's and then visit Trent and then down to Wagin to do Kevin's machines.

Follow up after machines are Accuspread accredited to advertise the importance of using an Accredited Member of the AFSA WA.

Testing Officer Larry Marchant advised the meeting that he had made phone calls to Jeff Kraak and Monique Thompson requesting that a disk with the updated Accuspread Testing Program be forwarded to him but after some considerable time it has not arrived. Letter, to be forwarded to the Secretary Neil Henry requesting an updated Accuspread Testing disk be forwarded to Larry.

David Holdsworth moved that President Kevin Spurr be reimbursed \$812.00 the cost of paying for the Dinner being held in the evening after the Annual General Meeting, seconded Larry Marchant. **Carried**

David Holdsworth moved that we reimburse Larry Marchant \$90.00 to cover the cost of lunch for the Annual General Meeting, seconded Trent Ridgeway. ***Carried***

Kim Bailey moved that Pam Clulow be reimbursed \$150 to cover photocopying and telephone calls for the 2014/15 years, seconded Larry Marchant. ***Carried***

A vote of thanks was given to Larry for preparing salads and cooking meat for lunch.

There being no further business the meeting closed at 3.15pm.